



**CITY OF BLACKFOOT
CITY COUNCIL MEETING
MINUTES FROM MAY 3, 2022**

PLEDGE OF ALLEGIANCE

Mayor Carroll called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

ROLL CALL

Roll call was taken and those in attendance were: Councilman Brown, Councilman Gardner, Councilman Jensen, and Councilwoman Simpson.

CONSENT AGENDA

Councilman Jensen made a motion to amend the Consent Agenda, remove item No.2 under the Mayor - Proposed Water Rate Increase to Hire Water Treatment Level 2 Position, move item No. 4 - Request to use Outside Sanitation Services under the consent agenda to the section underneath the mayor and add the Support Local Gems Day Proclamation. Councilman Gardner seconded the motion; all were in favor, motion carried.

Councilman Jensen made a motion to approve the Consent Agenda as modified and presented consisting of payables, minutes from 02/24/22, 03/01/22, 03/17/2022, 04/05/2022, Renew Airport Hangar Leases, Councilwoman Simpson seconded the motion; all were in favor, motion carried.

RECOGNIZE FIREFIGHTERS COMPLETING PROBATION: Sterling Kirkham, Colton Marshall, Kyle Price

Sterling Kirkham, Colton Marshall, and Kyle Price were officially sworn in as City of Blackfoot Firefighters by City Clerk, Suzanne McNeel and signed the Blackfoot Fire Department Firefighter Oath of Office Certificate.

DISCUSSION ON AIC – Pocatello Councilmember Rick Cheatum

Mayor Carroll welcomed Rick Cheatum, who is a councilmember on the Pocatello City Council. Mr. Cheatum introduced himself to the Council as an AIC representative for District No. 5 and said he is making an effort to inform as many councils as possible about what the Association of Idaho Cities does and has to offer. The City of Blackfoot is the 21st biggest city in Idaho out of 199 cities and last year one was lost. Mr. Cheatum thanked the city for their membership with AIC and mentioned there will be a summer conference coming up and encouraged the councilmembers to attend and give cities the opportunity to talk about legislative issue and gain personal relationships with local legislators.

PROCLAMATIONS – Drinking Water Week and Support Local Gems

Mayor Carroll read the Drinking Water Week Proclamation out loud to the Council and Proclaimed May 1-7, 2022, as Drinking Water Week whereas water is our most valuable natural resource and drinking water serves a vital role in daily life.

Mayor Carroll also presented and read the Support Local Gems Proclamation to the Council, this Proclamation is to celebrate and help support local small businesses in our community. Mayor Carroll proclaimed May 6, 2022, as support the Local Gems Day in the City of Blackfoot.



DISCUSSION ON PROPERTY TAX VALUES IN THE CITY AND COUNTY – Bingham County Assessor Donovan Harrington, Treasurer Tana Beal, and County Clerk Pam Eckhardt

Donovan Harrington explained to the Council there has been added value to the property in the City of Blackfoot and is going to go up roughly about 30%. Mr. Harrington said he is trying to inform the legislative body for the City of Blackfoot and understands and recognizes that the city can take the 3% but hopes the city would consider lowering the levy. The County Clerk, Pam Eckhardt explained that calculating property taxes is a process that she works through along with the County Assessor and the County Treasurer. The property values are received by the Assessor, the County Clerk works with the clerks from the taxing districts to determine the levies, and the County Treasurer implements the tax information. Pam Eckhardt said that she is encouraging all taxing districts to look at other revenue that could replace some of the property taxes and determine as a council if 3% for property tax levy really needs to be taken. Mayor Carroll said he and the councilmembers have been working together to figure out a number that will not raise taxes.

CITY TREASURER

Proposed Enterprise Fleet Management Leases

City Treasurer, Graham Anderson spoke about Enterprise Fleet Management. At the prior meeting, Enterprise Fleet Management made a presentation and gave the Council an overview of what their capabilities are, they also did analysis on the City's entire fleet and what it could look like over a ten-year time frame. The proposal is to lease out 4 vehicles for the water department, two vehicles for the Sanitation Department and two vehicles for the Streets Department, a total of 8 vehicles. Looking at leasing even bigger equipment and expanding the fleet leasing could be a possibility later depending on if this program offers the best value for the money. This will be budgeted in the 2023 fiscal year budget and will not be needing a motion from the Council at this point in time.

Treasures Report

Mr. Anderson reviewed the March 2022 Treasures Report with the Council. All of the general funds are on track. Moreton Investments are at \$2,324,558.43, LGIP: \$6,558,821.99, DBF: \$2,724,821.71, Zions sweep: \$8,742,621.35, and Zions checking account: \$2,889.00. Round two of the budget meetings will be May 11th-17th. Round 3 of budget meeting will be in June, tentative budget proposal will be in July, the Budget Hearing will be July 19, 2022, and the Budget Appropriations Ordinance is scheduled for August 2, 2022. ARPA projects are the Champions Gate project that has been completed, the cost of this project was \$322,737.86. Radio meters project is in progress, the base station has been installed at City Hall, however, we are still waiting on chips for radio meters to come in. For the Downtown sewer upgrade project, a contractor will need to come in and do twelve spot repairs, one pipe length of open trench repair and seven manholes will need replaced.

Proposed Sanitation Fee Increase of 3%

Mr. Anderson and the Streets Superintendent, Vaughn Key worked together to come up with a proposal to address increasing fees. The County reached out to Vaughn to inform him that there will be an \$8 increase of tipping fees across the board due to increased costs in transporting the solid waste down at the transfer station. Mr. Anderson said it would be necessary to increase the tipping fee in the city by



\$0.34. Mr. Anderson also proposed a salary increase to the city's sanitation department and explained that it is very tough retaining current employees and tough to hire new city employees because of the lower salary rates the city currently offers to employees compared to our neighboring cities. Currently the City of Pocatello is starting their sanitation drivers at a pay rate of \$19.00 per hour, and the City of Blackfoot starts their sanitation driver at \$14.00 per hour. This proposal would also adjust the wages of all existing sanitation department employees. This would increase our salary line by \$33,280., this total broken down using the same methodology used to figure the tipping fee increase, an \$0.18 increase would be needed to cover salary wages per month. In total this would be a \$0.52 increase to the existing sanitation fee, which is a 3% increase overall. Councilwoman Simpson asked if the Council voted the salary raise as proposed at this meeting, if the salary raises would be effective immediately? Mayor Carroll and Mr. Anderson both said yes.

Councilwoman Simpson made a motion to increase the sanitation fees by \$0.52 to account for the increase from County tipping fees and wage increases. Councilman Gardner seconded the motion; all were in favor, motion carried.

Mayor Carroll asked Vaughn Key, the City's current Streets Superintendent to stand and announced to the Council that Vaughn will be retiring, and his last day will be May 20th of 2022. Mayor Carroll thanked him for all his years and hard work with the City of Blackfoot.

City Attorney, Garrett Sandow read Resolution No. 402 establishing increased sanitation fees. Sanitation fees shall be increased from the rate of \$16.84 per month to \$17.36 per month. All fees as adopted shall be included in the overall fee schedule of the City.

Councilman Jensen made a motion to approve Resolution No. 402 as presented. Councilwoman Simpson seconded the motion; on a roll call vote all were in favor, motion carried.

RESOLUTION OF THE CITY OF BLACKFOOT NUMBER 402

A RESOLUTION ESTABLISHING INCREASED SANITATION FEES

The undersigned, Marc Carroll, does hereby certify that the following is a true and correct copy of a resolution adopted at the City Council Meeting of the City of Blackfoot on the date indicated below:

1. WHEREAS, based upon the information presented there needs to be an increase in sanitation fees due to the increase costs charged by Bingham County for solid waste disposal; and
2. WHEREAS, in order to address current wage deficiencies as compared to the local market and to address a higher wage for new employees; and

BE IT THEREFORE RESOLVED THAT:

1. Sanitation fees shall be increased from the rate of \$16.84 per month to the sum of \$17.36 per month.
2. All fees as adopted shall be included in the overall fee schedule of the City.



PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR this 3rd day of May, 2022.

Mayor Marc Carroll

ATTEST:

City Clerk

MAYOR MARC CARROLL

Request to use Outside Sanitation Services -Black Sheep Customs

Black Sheep customs is a manufacturing company that does heavy metal work, welding, fabrication, etc. They are requesting to use outside sanitation services as they are needing bigger containers for disposal of construction materials such as metal, pallets, etc. Councilman Jensen said the City of Blackfoot has a Resolution that has held various other business to the same standards requiring them to use the City's sanitation services if within the City of Blackfoot, however, in this case the city does not offer the bigger size of dumpsters that this business is needing. He added that if the Council decides to go through with approving this for this company, this will set a precedent and other companies will expect the same going forward.

Councilman Jensen made a motion to grant Black Sheep Customs to use an outside vendor for sanitation services with the exception that they use at least a minimum of a 100-gallon garbage can from the city. Councilman Brown seconded the motion; all were in favor, motion carried.

Approval of P&Z Board Member

Mayor Carroll nominated Mr. Scott Stufflebeam as a new board member of Planning and Zoning. The new Chairman will be decided by the Planning and Zoning Commission anticipating the approval of the nomination of Mr. Stufflebeam.

Councilman Gardner moved to approve Scott Stufflebeam as a new Planning and Zoning board member. Councilman Gardner seconded the motion; all were in favor, motion carried.

Proposed Water Chlorination Process for City Water System

Mayor Carroll proposed a water chlorination process due to the city having two boil orders within the last six months. Mayor Carroll said it is unknown if the water really did have coliform or E. coli, however, the tests indicated that they did, and the city must treat it as if it is contaminated. The process for water sampling is very complicated and there is a lot of opportunity for error that can result in a bad test result. Conversations with Keller Associates Engineers, it was determined that the right thing to do would be to take the water tank offline and are now piping water directly from the wells to customers. An issue that the City was having was that the system was being chlorinated but no chlorination was showing up in samples. Mayor Carroll said it has been determined that it is time to chlorinate the water and the city is probably five to six years overdue on this. As per DEQ, the City of Blackfoot is the only city of more than 10,000 people in Idaho that does not chlorinate water yet. The city tried to chlorinate the water after the most recent boil order, however, the tests were not showing any chlorine in the tank. In order to have the water treated, the city would need to hire someone with a license to do so. Princeton



Lee explained the water department currently does have an employee who has a Class II Treatment License, however, although he has maintained his license, he has not actively worked in the treatment field for ten years. The water department would need to hire an employee as this would require a designated operator and a back up operator. An engineering proposal was presented by Jim Mullen from Keller Associates. The objective would be to chlorinate at each of the nine wells. Mr. Mullen provided the council a handout with information on the drinking water tablet chlorinators and explained the chlorination process. This system is being used in surrounding cities, it is safe, it is simple to operate, inexpensive and is relatively easy to install. Councilman Jensen said this same type of system is installed at the pool and may be able to possibly salvage and use. Councilwoman Simpson asked what the cost would be, and Mr. Mullen said it would be around \$400,000 dollar range with installation included. Mr. Mullen believes it would be about 6-7 month to get the chlorinators. Chlorinated water reduces the risks significantly of having boil orders.

Princeton Lee had investigations done and surveyed eighty residences in attempt to find where the contamination came from and found nothing obvious. It is hard to say exactly what the cause was. Mr. Lee said in a water study done in 2009 there is a brief comment that advises the city to chlorinate water. Back in 1998 there was a proposal for the city to look into chlorination of water. Mr. Lee said water chlorination would mean a lot of changes and will be a complicated process. Water rates would most likely need to be raised to cover the costs that comes with the decision to chlorinate.

Councilman Brown made a motion to approve \$75,600 to pay for the study of the water chlorination system. Councilman Gardner seconded the motion. An amended motion was made to the wording of the motion to approve \$75,600 to pay for the “design” of the water chlorination system. All were in favor, motion carried.

TABLED ITEMS

Proposed Code Change from R-1R Lot Size 11-4-7 (H)

Councilman Jensen made a motion to remove tabled item No.1 Proposed Code Change from R-1R Lot Size 11-4-7 (H). Councilman Brown seconded the motion; all were in favor, motion carried.

Proposed Ordinance Amending Commercial Zoning Districts

Councilman Jensen explained there are two Findings of Fact and Conclusions, one that was dated January 25, 2022, where the council sent recommendations to consider and per the meeting notes that were done on this meeting, Councilman Jensen believes they were interpreted differently than what he understood at that initial council meeting. What was presented at the initial council meeting by Planning and Zoning was there would need to be a minimum of one acre if you wanted to keep an animal, but it did not preclude one from subdividing and meeting standard R-1 zoning requirements if chose to no longer have animals. At a meeting on March 22, 2022, Planning and Zoning requested to change the wording to reflect one acre or more instead of a minimum of one acre. This would mean there would not be an option to subdivide unless you change the zoning. Councilman Jensen spoke with City Attorney, Garrett Sandow and explained there are a few options to go with. Councilman Jensen talked about either going with the original understanding or a few other options the council could decide to go with. Attorney Sandow said the question this comes down to is, does the Council want to require the rezoning process if they are R-1R, then would want to define that the one acre is for all purposes, or would they want to change the definition and go with R-1R for one acre for animals but R-1 for zoning



purposes. Councilman Jensen suggested to add language stating that if no longer wish to maintain animals and no longer wish to subdivide, they can fall under LDR-1 zoning.

Councilman Jensen made a motion to change the definition so that it is R-1R one acre minimum in size for animals, for all other needs R-1 rights will prevail. Councilman Brown seconded the motion; all were in favor, motion carried.

PLANNING AND ZONING KURT HIBBERT

Proposed Ordinance Regarding Accessory Structures

Planning and Zoning Administrator Kurt Hibbert said there has been a lot of question on accessory structures, which are understood by the Planning and Zoning Commission to be a smaller structure than the primary structure. The requested amendment is proposing clarification on what an accessory structure is. Councilman Jensen expressed he is not in favor as he believes this would violate property owner's rights. Mr. Hibbert explained this amendment is not meant to be more restrictive and is only for more clarification of language only. Councilman Jensen suggested looking at lot size and how it can be made so that if there is an accessory structure that is larger than the house, that the total lot usage is not more than is allowed by ordinance and add height restrictions as well.

Councilman Brown made a motion to table the proposed ordinance regarding accessory structures. Councilman Gardner seconded the motion; all were in favor, motion carried.

Processed ordinance Regarding Location of Large Digital Signage

Mr. Hibbert informed the Council that Planning and Zoning has received requests for more large digital signs like the ones outside of Roberto's and Sinclair. Mr. Hibbert proposed a code change for a minimum requirement of 750 ft. of distance between large digital signs.

Councilman Jensen made a motion to adopt the Findings of Fact and Conclusions as presented by Planning and Zoning regarding large digital signage. Councilwoman Simpson seconded the motion; on a rollcall vote all were in favor, motion carried.

**FINDINGS OF FACT, CONCLUSIONS
AND RESOLUTION ADOPTED
BY THE
PLANNING AND ZONING BOARD
OF THE
CITY OF BLACKFOOT
April 12, 2022**

FINDINGS AND CONCLUSIONS

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on March 22, 2022, the Board held a public hearing on the request of the City of Blackfoot to amend the Ordinance regarding location of large digital signage – adding language limiting signs from being closer than 750 feet to another sign. Recommendations and the basis for those recommendations from the City of Blackfoot Planning and Zoning Administrator were presented and considered by the Board. No members of the public testified in favor, neutral or opposed. Upon reviewing the matter, the Board found



and concluded as follows:

FINDINGS:

1. That the current sign code does not limit the number of signs to be located in an area. The proposed additions are attached hereto and incorporated by reference.
2. That the Board finds the code should be amended to provide for a limit that a digital sign may not be located within 750 feet of a previously constructed sign.

RESOLUTION AND CONCLUSIONS

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

It is unanimously recommended to the City Council that the proposed amendments to the sign code be adopted.

These findings of fact, conclusions, and resolutions were formally adopted by a majority vote of the planning and zoning board on April 12, 2022.

Secretary of Planning & Zoning Board
City of Blackfoot, Idaho

Councilman Gardner made a motion to adopt ordinance No. 2223 and waive further readings. Councilman Jensen seconded the motion; on a rollcall vote all were in favor, motion carried.

ORDINANCE NO. 2223

AN ORDINANCE OF THE CITY OF BLACKFOOT, IDAHO, AMENDING SECTION 10-6-6 TO INCLUDE A 750 FOOT DISTANCE REQUIREMENT BETWEEN FREESTANDING CHANGEABLE COPY SIGNS; PROVIDING FOR THE EFFECTIVE DATE OF SAID CHANGE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF BLACKFOOT, IDAHO AS FOLLOWS:

SECTION 1: That Section 10-6-6 of the Blackfoot City Code be amended as follows:

10-6-6: Table of Permanent Sign Standards:

In the Table of Permanent Sign Standards, within the Freestanding changeable copy definitions, the Number of Signs Allowed, Maximum category shall be amended as follows:



1-total includes other freestanding signs. Freestanding changeable copy signs must be located a minimum of 750 feet from the next closest freestanding changeable copy sign.

SECTION 2: That the effective date of this Ordinance shall be after passage and publication as provided by law.

PASSED AND APPROVED by the Mayor and City Council this 3rd day of May, 2022.

CITY OF BLACKFOOT, IDAHO

By: _____
Marc Carroll, Mayor

ATTEST: _____
City Clerk

ADJOURNMENT

The City Council meeting was adjourned at 9:22PM

City of Blackfoot

Mayor Marc Carroll

Attest:

City Clerk Suzanne McNeel

Prepared by:

Patty Ojeda